

OFFICE OF THE GENERAL COUNSEL  
Division of Operations-Management

MEMORANDUM OM 09-05(CH)

October 6, 2008

TO: All Regional Directors, Officers-in-Charge,  
and Resident Officers

FROM: Richard A. Siegel, Associate General Counsel

SUBJECT: Casehandling Cost Saving Instructions for Fiscal Year 2009

On September 30, 2008, President Bush signed into law H.R. 2638, the "Consolidated Security, Disaster Assistance, and Continuing Appropriations Act, 2009." This legislation, among other things, provides funding for the operations of the Federal Government, including the National Labor Relations Board, for which year-long appropriations bills have not been separately enacted. H.R. 2638 provides funding for the NLRB at the level of our fiscal year 2008 appropriation through March 6, 2009. The legislation also provides for an average 3.9 percent salary increase for General Schedule Federal employees.

The 5-month Continuing Resolution (CR) will seriously impact upon Agency operations. As has become an all-too-frequent occurrence, the Agency will have to constrict hiring, reduce training, defer cash awards and take other measures during the period of the CR in order to avoid a violation of the Anti-Deficiency Act. If Congress passes the appropriations proposed for the Agency by President Bush for FY 2009 and it is signed into law, funding for many of these activities will be restored and, perhaps, expanded. In the interim, however, great restraint must be exercised in the administration of the budget.

As part of our effort to operate the Agency within the bounds of the CR, please continue to conduct your casehandling operations consistent with Memorandum 08-25, dated January 28, 2008, "[Casehandling Cost Saving Instructions for Fiscal Year 2008](#)." Your implementation of these measures contributed greatly to the Agency's ability to live within our budget in FY 2008 and will certainly aid in our austerity efforts during the present period.

While recognizing your success in managing our budget in FY 2008, I wish also to applaud your achievement of our three Overarching Goals during the year. These goals, established at the end of FY 2007, with increasingly challenging standards through FY 2012, were met in FY 2008 despite declining staff and strained resources. This was a significant accomplishment for which you and your staffs deserve the lion's share of the credit.

/s/  
R.A.S.

cc: NLRBU  
Release to the Public

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